

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 161
SEPTEMBER 11, 2013 – WORK SESSIONS**

**Chairman's Agenda
Summary Minutes**

The County Commissioners met during Chairman's portion of Work Session on Wednesday, September 11, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Others Present: Keith Higman, Don Lee, WRAC, Doug Kelly, Hydrologist, Bob Deering, WRAC

Record @ 00:10

Subject/Description: Presentation by the WRAC on Clean Water Utility Programs

Attachments: Clean Water Utility Report to the Citizens for 2012

Information: Don Lee presented the Water Resource Advisory's report on the Clean Water Utility for 2012. Keith Higman provided background on the CWU and Doug Kelly provided a presentation on the hydrogeology program.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, September 11, 2013, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Jerry Pfannenstiel, Charlene Ray

Others Present: Elaine Marlow, Budget Director, Melanie Bacon

Record @ 01:04:22

Subject/Description: Veterans Fund Vouchers (2)

Attachment: none

Action Requested: Grant approval of exemption from policy limit

Follow up: Okay with full Board to move Veteran Fund Vouchers, Claim #V13-71 & V13-81 forward to Monday.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 162
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Add-on

Subject/Description: Crisis Mental Health Worker Position

Attachment: yes

Action Requested: Request to repost the Crisis Mental Health Worker position that was approved in 2012.

Follow up: *Commissioner Price Johnson moved to approve Job Requisition #075/13. The motion was seconded by Commissioner Emerson and carried with a vote of 2-0. Commissioner Emerson abstained.*

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, September 11, 2013 at 10:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director, Pam Bishop

Others Present: Elaine Marlow, Budget Director, Keith Higman, Kristen Cooley, Ecosystem & Salmon Recovery Coordinator, Puget Sound Partnership

Record @ 1:13:19

Subject/Description: Marine Resources Committee management issue

Attachment: none

Information: Tim Lawrence informed the Board that Rex Porter, MRC Executive Director, will not seek renewal of his contract for 2014. He also noted the change in EPA requirements regarding Quality Assurance Project Plans (QAPP) on all projects the MRC is involved with. As a result of those two issues the MRC has suggested three options:

1. Put out a request for a new Executive Director and project manager to conduct the QAPP's.
2. MRC fall under Environmental Health/Natural Resources.
3. Put out a request for a new Executive Director and make a request to the Northwest Straits Commission to assume responsibility for the QAPP's for all MRC's.

Follow up: Tim will research the structure of other county MRC's and bring the discussion back to the Board to his next work session.

Subject/Description: Island Botanical Services for work at Iverson Preserve

Attachment: PO # 9434

Action Requested: Approval of Purchase Order # 9434 for Survey work documenting species, locations and numbers of listed noxious weed species within the Iverson Preserve; Island Botanical Services; Amount: \$1,600.00

Follow up: Okay with full Board once through contract review.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 163
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Subject/Description: Interagency Agreement

Attachment: contract

Action Requested: Approval of Interagency Agreement between Washington State Department of Agriculture and Island County and its agent Island County Noxious Weed Control Board; funding for a project to survey for and control garlic mustard in Island County; Term: 7/1/13-12/31/14; Amount: not to exceed \$3,040.00.

Follow up: Okay with full Board once through contract review.

Add- On

Subject/Description: Travel reimbursement request

Attachment: none

Discussion: Authorization for an after the fact travel reimbursement request in the amount of \$1,950.27 for Barbara Bennett, BeachWatchers Coordinator. Barbara attended the 2013 International Congress for Conservation Biology in Baltimore MD July 21-25.

Follow up: Okay with full Board.

Subject/Description: Update on WSU Cost Benefit Study

Attachment: none

Discussion: Tim updated the Board on the WSU Cost Benefit Study. The survey should be ready to send out to Island County residents by the end of September or early October.

Subject/Description: 4-H and Whidbey Island Area Fair

Attachment: none

Discussion: Tim briefed the Board on the 2013 Whidbey Island Area Fair and 4-H. He noted that next year the Fair will be moved to the 1st week of August.

Subject/Description: Update on WSU Forestry program in Island County

Attachment: none

Discussion: Tim reported on the upcoming Forest Stewardship Coached Planning class to be held October 3 through November 21, 2013 at Skagit Valley College. He is planning on getting the word out and increase the registration numbers.

Subject/Description: Update on Master Gardener program

Attachment: none

Discussion: Tim reported that Jane Adams, Master Gardener and the Children's Garden Coordinator for 13 years was honored of August 29, 2013 at the Navy Youth Center Children's Garden.

**Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, September 11, 2013, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

Staff: Pam Dill

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Staff Present: Marti Bodley

Others Present: Elaine Marlow, Budget Director

Record @ 01:42:30

Subject/Description: AOC CASA Grant

Attachment: yes

Action Requested: Approval of Interagency Agreement between WA State Administrative Office of the Courts and Island County Juvenile Court for the support of the Court Appointed Special Advocates (CASA) Programs. Term: July 1, 2013 to June 30, 2014; Amount: \$57,872.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Island County Juvenile Court & DSHS Evidence Based Expansion Grant

Attachment: yes

Action Requested: Approval of Grant Agreement - WA Department of Social and Health Services Evidence Based Expansion FY 14-15 Program Agreement; funds will provide for the Juvenile Court Functional Family Therapy program; Grant Number: 1363-78865; Amount: \$88,244.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Subject/Description: Island County Juvenile Court & DSHS/JRS Consolidated Block Grant

Attachment: yes

Action Requested: Approval of Island County Juvenile Court & DSHS/JRA Consolidated Block Grant; funds will provide for the Juvenile Court Programs; Term: 7-1-13 to 6/30/15; Amount: \$238,165.00.

Follow up: Okay with full Board to move forward to a Monday agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, September 11, 2013 at 10:50 a.m., and 2:00 p.m. in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Melanie Bacon, Mayor Conard, Andy Griffith

Record @ 01:45:11

Subject/Description: BOCC participation at Roundtable

Attachments: none

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Discussion: The Board discussed their participation at the monthly roundtable meetings.

Follow up: Continue discussion to a future work session.

Subject/Description: Facilities/Administrative Services

Attachments: Items pending from 2010 reorganization/Committee Recommendations

Discussion: Melanie provided some background and the recommendations of the 2010 reorganization effort.

Melanie recommended that the Board appoint Debbie Thompson as Island County Clerk of the Board. Okay with full Board to move the appointment of Debbie Thompson as Island County Clerk of the Board's agenda on Monday, September 23, 2013.

Suggested options for the Administrative Services Department:

- Create Administrative Services Department as recommended in 2010 (including GSA/Risk/IT/Facilities)
- Create Administrative Services Department to include Facilities & IT; keep GSA/Risk under Budget Director
- Keep Budget/Risk/GSA & IT under one department head; create a new Parks & Facilities Department with Parks & Facilities Director (department would include the mailroom)
- Maintain Status Quo – maintaining Facilities as an independent department
- House Facilities under Public Works (suggestion from Commissioner Emerson)

Follow up: Continue discussion to the next work session.

Record Part 2 @ 00:18

Subject/Description: Memorandum of Agreement by and between Island County, Washington and WSCCCE – LOCAL- 1845-I

Attachment: yes

Proposed Action: *Commissioner Price Johnson moved approval of the Memorandum of Agreement as presented. The motion was seconded by Commissioner Emerson and carried unanimously.*

Subject/Description: Memorandum of Agreement with the Town of Coupeville

Attachment: yes

Proposed Action: Approval of the Memorandum of Agreement with the Town of Coupeville to provide Building permit plan check and inspection services to the Town of Coupeville.

Follow up: Okay with full Board to move forward to Monday's agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 166
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The Board recessed at 2:06 p.m. and reconvened at 2:08 p.m. in Budget Workshop.

Elaine Marlow, Budget Director, reviewed revenue and expenditure estimates. Video of the Budget Workshop can be viewed at <http://www.islandcounty.net/commissioners/video/>

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member

Helen Price Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board